

FAMILY FOCUSED FAMILY AND CONSUMER SCIENCES EQUIPMENT GRANTS FY04

The Family and Consumer Sciences Section is again allocating a portion of the Family and Consumer Sciences grant funds to improving Family and Consumer Sciences programs through the purchase of equipment. Funds may be used to provide updated instructional equipment that is consistent with the mission of Family and Consumer Sciences Education. Each item of equipment must have a minimum unit cost of \$200 or more. A local match of 50% is required. The maximum amount of state funds a district may request is \$5,000 (\$5,000 state funds + \$5,000 district funds) for a total of \$10,000.

Only Department Approved Vocational Family and Consumer Sciences programs, grades 9-12 are eligible to apply. Priority will be given to applications by the date submitted and to programs consistently maintaining all the components of an approved program as outlined in the *Implementation Handbook for Family and Consumer Sciences Programs, 2002*. In order to assist more school districts, departments receiving equipment funds last year, are **NOT** eligible for funding this year.

Funds may be used to purchase equipment items such as computers, printers, white boards, smart boards, power point presentation equipment, TVs, VCRs, LCD panels, digital cameras, scanners, child development lab equipment, lockable storage units, refrigerators, ranges, washers, dryers, and microwaves. Items that will not be approved include but are not limited to fax or copying machines, sewing machines, kitchen cabinets, carpet, air conditioning, and facility improvements or repairs.

Two (2) “**Application for Authorization of Vocational Educational Expenditures**” (FV-4) must be submitted on or before **May 16, 2003**. The amount requested on the FV-4 should reflect the total of the state and district’s contribution. Both forms must be signed by the appropriate school district official.

To receive reimbursement for equipment purchases, submit two (2) signed **originals** of the “**Reimbursement Request for Approved Vocational Expenditures**” (FV-2) form accompanied by appropriate invoices. Invoices, including model and serial number, must be submitted for equipment purchases costing \$1,000 or more per unit. These are to be submitted no later than **January 31, 2004**. Faxes will **NOT** be accepted. Application and reimbursement forms are available through the Department’s home page at <http://www.dese.state.mo.us/divvoted/forms.html>

Deliver: Two (2) complete originals (faxed copies will not be accepted) of the signed FV-4 to:

Cynthia K. Arendt, Ph.D., Director
Family and Consumer Sciences Education
Department of Elementary and Secondary Education
PO Box 480
Jefferson City, Missouri 65102-0480
Phone 573-751-2644

For further information or responses to specific questions, you may contact the section by e-mail at carendt@mail.dese.state.mo.us